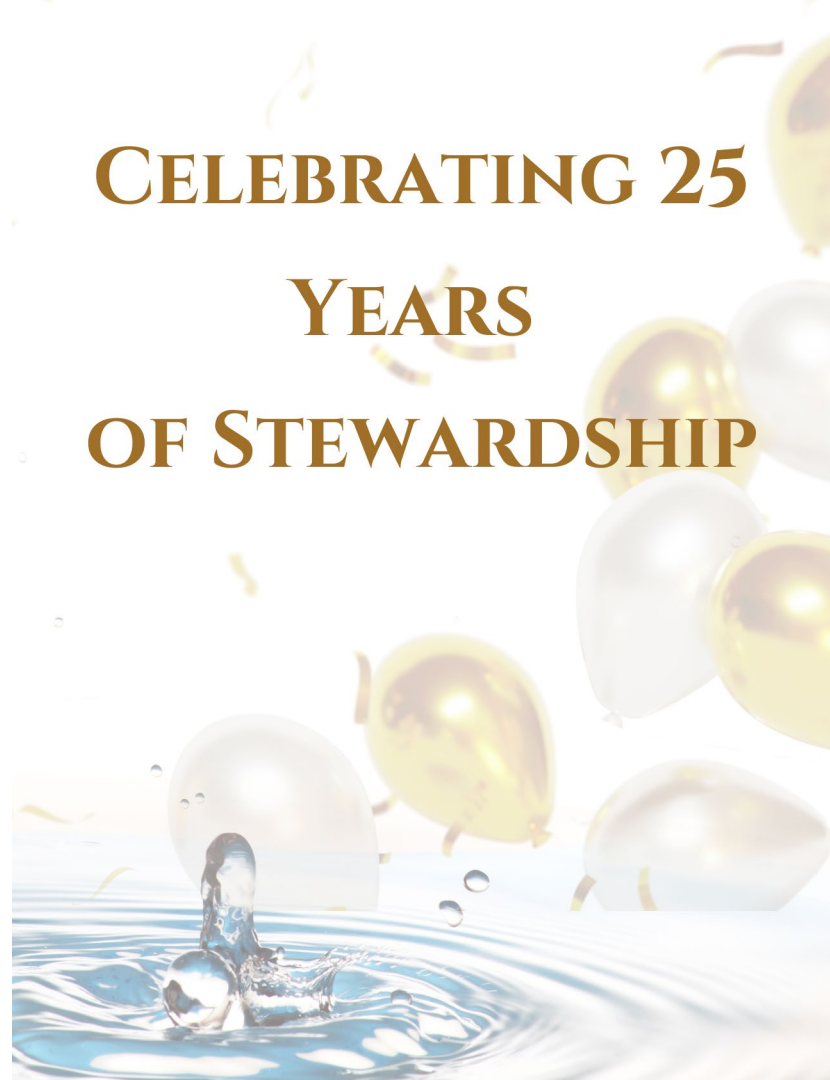




BOARD MEETING

March 7, 2025

CELEBRATING 25
YEARS
OF STEWARDSHIP





01

Welcome and Call to Order – Roll Call and Introductions



02

General Public Comments



03

Agenda and Past Meeting Minutes Review

Treasurer's Report

Time	Agenda Item	Proposed Action
9:30	Welcome and Call to Order – Roll Call and Introductions <i>Jean Mariani, Chair</i>	<i>N/A</i>
9:35	General Public Comments This time is reserved for the public to address the Committee about matters NOT on the agenda and within the jurisdiction of the Committee.	<i>N/A</i>
9:40	Agenda and Past Meeting Minutes Review <i>Jean Mariani, Chair</i> Treasurer's Report <i>Jean Mariani, Chair</i>	<i>Approve/ Review</i> <i>Accept</i>
10:15	Executive Director Report <i>Andy Rodgers, Executive Director</i> Andy will provide updates on activities since the February 7 Board meeting, including recently approved projects such as Small Grants and Scholarship Program, recent meetings, regional programs and initiatives, communications, and committees.	<i>ED updates, Board questions, and input</i>
10:30	NBWA Proposed FY 2025/26 Work Program <i>Andy Rodgers, Executive Director</i> Andy will provide an overview of proposed FY 2025/26 work program and task structure and solicit feedback to inform preparation of next year's work plan.	<i>Presentation Slides</i>

11:00	Board Information Exchange <i>Members</i> Members will highlight issues and share items of interest. [Please bring upcoming event information for Spring 2025 and any agency milestones.]	<i>N/A</i>
11:15	Agenda Items for Future Meetings <i>Andy Rodgers, Executive Director</i> Andy will outline ideas for next and future Board meeting topics and solicit feedback.	<i>N/A</i>
11:30	Announcements/Adjourn Next Board Meeting: April 4, 2025	<i>N/A</i>

Treasurer's Report – July 1 to February 28, 2025

REVENUE COLLECTIONS:

Collection Description	Amount
1 FY23-24 Annual Membership Due - Bel Marin Keys	\$ 3,506.90
2 FY24-25 Annual Membership Due collections	165,061.30
3 Bank interest - August-February 2025	2,420.44
Total Collections	170,988.64

EXPENDITURE REMITTANCES:

Remittance Description	Amount
1 Prof Svcs: Data Instincts, July-December 2024	14,172.50
2 Prof Svcs: West Yost, July-December 2024	76,179.27
3 Prof Svcs: SFEI, July-December 2024	4,141.81
4 2024 Watershed Symposium Sponsorship (Steelhead)	3,000.00
5 Prof Svcs: Central Marin Sanitation Agency, Treasurer Services setup cost	3,770.13
6 Office supplies: NBWA bank account check stock	183.77
7 Bank fees - August-February 2025	290.90
Total Remittances	101,738.38

Change in Fund Balance 69,250.26

Fund Balance as of beginning of fiscal year 570,016.59
Fund Balance as of current month end \$ 639,266.85

Operating cash reserves \$ 112,645.00
Unassigned reserves 526,621.85
Total reserves \$ 639,266.85

RESERVE CLASSIFICATIONS:

Operating Reserve	Amount
1 Beginning balance	\$ -
2 Funds transfer in - unassigned reserve	112,645.00
3 Funds transfer out - unassigned reserve	-
4 Ending balance	\$ 112,645.00
<i>Board approved reserve target (50% of operating expenses)</i>	
	\$ 112,645.00

Unassigned Reserve	Amount
1 Beginning balance	\$ 570,016.59
2 Change in fund balance	69,250.26
3 Total collections	170,988.64
4 Total disbursements	(101,738.38)
5 Funds transfer in - operating reserve	-
6 Funds transfer out - operating reserve	(112,645.00)
7 Ending balance	\$ 526,621.85

Fund Balance as of beginning of fiscal year 570,016.59
Fund Balance as of current month end \$ 639,266.85



04

Executive Director Report

Highlights



Updates since last meeting

- ***NBWA Board on February 7. Thank you, Novato Sanitary District!***
- ***Attend CASQA legislation subcommittee meeting on February 26.***
- Attend Russian River Regional Monitoring Program Steering Committee meeting on March 5



Administrative Activities

- ***Develop updated FY 2025/26 workplan***
- ***Coordinate March and April board meetings***
- ***Small Grants and Scholarship materials refinement***
- Calendar scheduling
- Coordinate with Board Chair and Treasurer
- AR – Membership dues
- AP – Subconsultants
- Updated website and meeting packet information



Communications

- Manage/progress NBWA social media program
- ***Present at SSU CEI Copeland Creek Corridor Workshop on February 28***
- Research, outreach, and communications with members and subject matter experts regarding development for future Board topics




Committees

- ***Plan for Administrative Steering Committee meeting – Spring 2025***
- Research and communicate with potential grant and scholarship partners

Small Grants and Scholarship Programs

- April application launch!
- Newsletter highlight
- Website update



Click [HERE](#) for drought conditions by area

GSA Information

- Solano County Water Agency
- Petaluma Valley Groundwater
- Santa Rosa Plain Groundwater
- Sonoma Valley Groundwater
- Napa Watersheds
- Marin County Groundwater

Contact Us

If you have information that you think could be featured in an NBWA newsletter, please send an email to: northbaywa@gmail.com

One water experience in the north bay region, the future resilience of our watershed communities depends on all of us readying a skilled and diverse water workforce.

Here's to the next 25 years of north bay collaboration, resilience, and innovation!

Andy Rodgers
Executive Director, North Bay Watershed Association


THE NBWA OFFERS: SMALL GRANTS AND WATERSHED EDUCATION SCHOLARSHIPS!

NBWA funds innovative projects and educational opportunities that promote the sustainable management and stewardship of the North San Pablo Bay watershed.

EDUCATION SCHOLARSHIP	GRANT ELIGIBLE PARTICIPANTS
<ul style="list-style-type: none">• Up to \$1,000 per scholarship• Any age• Reside or work within the NBWA boundary• For any educational institution or purpose	<ul style="list-style-type: none">• Non-profit 501(c)(3)• Municipalities• Tribes• Public/Private educational institution• Projects/Programs benefiting NBWA residents

APPLICATIONS COMING SOON!
CONTACT US:
• www.northbaywatershed.org
• northbaywa@gmail.com

Follow us on our **NEW** social media accounts for the most up-to-date information!



Home About Us Library **Our Projects** Conferences Meetings/Events Search EN

Small Grants and Scholarship Program

About the Program

The North Bay Watershed Association (NBWA) has worked diligently for more than twenty years on water resource issues that go beyond traditional boundaries to promote stewardship of the North Bay watersheds. The NBWA is proud to sponsor and support local organizations and individuals in our regional community through providing selective local small grants and scholarships. The NBWA is always interested to learn about projects and initiatives that inform, engage, and enhance our north bay watershed communities. Importantly, our projects are encouraged to be developed, piloted, or implemented by a local proponent with a design plan to distribute derivative benefits to the entire region.

Overview:

Our Scholarships and Small Grants Program is designed to foster innovation, engage youth, and support key priorities of the NBWA. By promoting collaboration among public agencies, encouraging community engagement, and supporting meaningful projects, we aim to deliver measurable environmental and community benefits.

Total FY 2024/25 Program Funding:

- Total Funding: \$60,000
 - Scholarships: \$10,000
 - Small Grants: \$50,000

Scholarship Categories:

Conference Access Scholarship (Carl Morrison Conference Scholarships):

- Up to \$500 per scholarship
- For NBWA-sponsored events, such as registration for a full day at NBWA's biennial conference and closing reception

Watershed Education Scholarship:

- Up to \$1,000 per scholarship
- Scholarships awarded annually
- Open to any age
- Applicants must reside or work within the NBWA boundary (lands draining to the San Pablo Bay)
- For any educational institution or purpose

Small Grant Categories:

Project and Educational Program Development Grants:

- For projects focused on achieving goals within a set timeframe
- For developing/implementing educational programs
- Application required

Board initiated Grants:

The Board may make grants to deserving recipients on its own initiative and timeline.

- Application optional
- Eligible Recipients:
 - Non-profit 501(c)(3) organizations
 - Municipalities
 - Tribes
 - Public/Private Educational Institutions
 - Projects/Programs benefiting NBWA residents



More information and applications coming soon!

026 : 16 : 47 : 48
Day(s) Hour(s) Minute(s) Second(s)

1 & 2 Quarter 2025 Outlook: *Positioning for Next FY*

- **Board meetings:**

- April 4
 - *American Canyon*
- May 2
 - *North Marin Water District*
- June 6
 - *TBD 25-year celebration*

- **Prepare** to plan 2026 Biennial Conference!
- **Continue** to participate in and influence regional resiliency and collaborations
 - Watershed networks
 - Funding – convene JTC for Prop 4
 - Workforce development
- **Launch** Small Grants and Scholarship Program!
- **Support** positioning north bay members to leverage regional collaboration for competitive funding advantage
- **Advance** plan for convening North Bay Environmental Education Roundtable
- **Finalize** FY2025-2026 Work Plan
- **Develop** draft plan to expand NBWA membership in region





UPCOMING 2025 SCHEDULE

04
APRIL

BOARD MEETING / TOUR?
American Canyon Council Chambers

02
MAY

BOARD MEETING
North Marin Water District

06
JUNE

BOARD MEETING / EVENT
TBD Social and 25-year celebration

First Friday of every month - Except of course for holidays!
www.nbwatershed.org/events



05

NBWA FY 2025/26 Draft Workplan Overview

Updates to the 2025/2026 Work Plan

Restructuring

- To better align work plan tasks with current NBWA activities and priorities, the structure of our annual work plan categories will be updated
- Existing work plan framework has remained unchanged for many years not reflecting administrative logistics and program priorities
 - The NBWA MOU will remain unchanged

Overhead and General Benefit Projects	
A- Overhead	
1	Board Meetings/Workshops
2	Board Meeting Minutes
3	Agency Coordination
4	Administrative Steering Comm.
5	Program Development
6	Finance/Accounting Support
B- General Benefit Projects	
7	Public Outreach Materials
8	Committee Activities
9	Website
10	Data Management
11	Legislative Action*
12	Joint Technical Committee
13	NBWA Conference Expense
14	NBWA Conference Support
15	Update of IRWMP and Funding Advocacy
16	Contingency Reserve

FORMER VERSION

Restructuring aims to

1. Reflect annual activities
2. Align task budgets and financial tracking with active tasks
3. Simplify task organization for easier member reference
4. Improve alignment of tasks with CMSA (treasurer) ledger systems
5. Establish a contemporary foundation to support organized growth

MOU Part for Operating Costs		S
PART A - OVERHEAD COSTS		
Category 1	Board Meeting and Field Trip Administration (Nine (9) plus one (1) optional)	
a	Planning, Coordinating and Preparing	
b	Execution and Documentation	
Category 2	Leadership and Coordination Services	
a	Agency Coordination	
b	Committees Administration	
Category 3	Board Meeting and Field Trip Administration (Admin/Steering, Joint Technical) (up to four (4))	
a	Planning, Coordinating and Preparing	
b	Execution and Documentation	
Category 4	Treasurer and Controller Services	
a	Finance/Administration Support	
Total Part A Overhead Costs		
PART B - GENERAL BENEFIT COSTS		
Category 1	Communication and Information Management	
a	Public Outreach Materials	
b	Website	
c	Data and Content Management	
Category 2	Regional Program Participation and Advocacy	
a	IRWA, AA, RoR, RCIS	
b	Legislation and Funding	
c	RR Resiliency Pilot, NBWRS, State of Estuary	
Category 3	Conference Management and Logistics	
a	NBWA Conference Expense	
b	NBWA Conference Support	
Category 4	Small Grant and Scholarship Program	
a	Administration and Management	
b	Small Grant	
c	Scholarship	

Proposed FY2025/26 Work plan Updates

Reinstate Incorporation of Annual Updated Member Operating Budgets

- Member dues have been frozen since 2016/2017 Member Operating Budget levels, not tracking with inflation, and not funding reserves and new programs.
- In accordance with the MOU, member operating budgets shall be used in preparation of annual work plans.

17. Allocation of Costs.

(a) Costs for work described in Parts A and B of the annual work plan shall be allocated equally among each of the Member agencies as follows:

(i) One half of these costs shall be allocated equally among each of the Member agencies;

(ii) One half of these costs shall be allocated among Member agencies in proportion to each agency's annual operating budget.

(iii) the allocation of costs to Associate Members for work described in Parts A and B of the annual work plan shall be determined by the Board of Directors on a case-by-case basis.

(b) Costs for work described in Part C of the annual work plan shall be allocated among those agencies participating in the programs in direct proportion to the benefits received by each agency in a manner established by the Board of Directors at the time each program of specific benefit is approved or revised.

FY2025-2026 OUTLOOK

- 2026 Biennial Conference!
- Eight Board meetings
 - Including 2 field trips
- Two skip months
(Aug and Jan)
- Four Scholarship & Grant committee meetings
- One Administrative Steering committee meeting
- **Manage** Scholarship and Small Grants Program
- **Seek** grant funds to support broadening and deepening NBWA's regional partnerships
- **Support** North Bay Water Resiliency Workforce Development Initiatives
- **Facilitate** Convening a Regional Environmental Education Roundtable
- **Participate** in Integrated Regional Water Management (IRWM), San Francisco Bay Restoration Authority, IRWM Roundtable of Regions, Regional Conservation Investment Strategy, & other regional programs
- **Position** region for regional, State (Prop 4), and local funding





06

Board Information Exchange

☐ Upcoming event information
for Spring 2025

☐ Any agency milestones

knowledge
sharing

 Central Marin Sanitation Agency



**NORTH MARIN
WATER DISTRICT**



Announcements/Adjourn

Next Board Meeting: April 4H

2025 Board Meeting Schedule

Unless otherwise noted, meetings are held in a hybrid format.
In-person location details are sent out closer to the meeting date.

- May 2
- June 6

